



KERNVILLE CHAMBER OF COMMERCE
 11447 Kernville Rd.
 P.O. Box 397
 Kernville, CA 93238
 661-376-2629
www.gotokernville.com
info@gotokernville.com

OFFICE USE ONLY
 Approval Date _____
 Non-Profit Status _____
 Liability Insurance _____
 Resale License _____
 EHS Health Permit _____
 ABC Alcohol Permit _____

RESERVATION REQUEST (ONE EVENT PER FORM)

Name of Person Requesting Reservation _____
 Email _____ Phone Number _____
 Address _____
 Name of Organization _____ Non-Profit (circle one): Yes No
 Valid Federal Tax ID Number (Must be confirmed prior to Request approval) _____ Fund-raiser (circle one): Yes No
 Contact Person _____ Phone Number _____
 Approximate number attending: _____ Date(s) Requested: _____ Alternate Date(s): _____
 From: _____ AM PM To: _____ AM PM (Days and Time required includes ALL set-up & take-down).
 Description of Event (including vendors, attractions, etc.) &/or special requests (including use of TV/, internet, electrical connection)

 Food (consumable products) being sold (circle one): Yes No EHS TFF Permit # (Must be confirmed prior to Request approval): _____
 Alcohol Consumption Onsite (circle one): Yes No (General Liquor Liability Required)
 Alcohol Sold Onsite (circle one): Yes No Liquor Permit # (Must be confirmed prior to Request approval): _____
 Other Products Sold (circle one): Yes No Resale # (Must be confirmed prior to Request approval): _____
 Open to the Public (circle one): Yes No Admission Charges (circle one): Yes No Amount: _____
 Amplified Sound (circle one): Yes No Other Items (Please Describe): _____

Community Center (Members Free w/Deposit): MANDATORY Refundable Deposit \$100	
Full Day \$100 x _____ Per Day, Half Day \$50	
Kitchen \$100	
McNally Arena: MANDATORY Refundable Cleaning Deposit \$100 Restrooms and Trash Dumpster REQUIRED for Rental. ALL ACTIVIES MUST CEASE AT 10:00 PM (LIGHTS, ARENA USAGE, SOUND, ETC.)	
Non-Profit \$50.00 x _____ per Day, Business / Other \$125 x _____ per Day	
Arena Lights \$50 x _____ per day	
Corral Rental \$640 per event	
Concessions (Dawg Shack, Chuck Wagon) MANDATORY Refundable Cleaning Deposit \$100	
Non-Profit \$50.00 x _____ per Day, Business / Other \$150 x _____ per day	
Electricity - \$25 x _____ per day	
Event Camp Area: MANDATORY Refundable Cleaning Deposit \$100 Restrooms and Trash Dumpster REQUIRED for Rental.	
Rental \$100 per Day (Included w/ Arena Rental)	
Randall Baseball Field: MANDATORY Refundable Cleaning Deposit \$100	
Non-Profit \$25.00 per Month, Business / Other \$100 x _____ per Day.	
Electricity \$25 x _____ per Day.	
Group Tent Encampment (Non-Profit Only): Refundable Cleaning Deposit \$100 Restrooms and Trash Dumpster REQUIRED for Rental	
\$25 x _____ per Night.	
Riverside & Circle Park Electric: Refundable Deposit \$450 each.	
Spider Box \$50 x _____ per day x _____ per box,	
Power Cord \$50 x _____ per day x _____ per cord,	
APPLICATION FEE	\$10
TOTAL	

See reverse for Signature

FEES AND PERMITS

- There is a \$10.00 fee for processing/preparation of application for each event. No reservations will be made until the application fee is paid in full. Application fees are non-refundable. -
- If you need to change or add dates to your reservation, please call the Chamber at 760.376.2629 two weeks before the event. There is a \$10.00 fee to change a previously confirmed reservation. All processing/preparation fees are non-refundable.
- Additional fees may apply (i.e., security, repairs, etc.)
- All contracts must be paid in full at least 30 days before the event.
- All vendors/renters must have a current valid resale permit and or a Temporary Food Facility (TFF) Permit required by Kern County Environmental Health Department 661-321-3000.
- Selling of alcohol is to be conducted by the Kernville Chamber of Commerce, unless otherwise approved by the Kernville Chamber of Commerce. Upon approval the sale of alcohol requires a permit from Alcohol Beverage Control. Contact Alcohol Beverage Control at 661.395.2731 for additional information. You may be required to attend a pre-event meeting with a Chamber Director if alcohol will be sold during your event.
- The consumption of alcohol requires liquor liability insurance and security guards. Please contact the Chamber Office at 760.376.2629 for more information.
- Kernville Chamber of Commerce must be

INSURANCE

- The Kernville Chamber requires general liability insurance coverage of \$1,000,000 up to \$2,000,000 for use of its properties based on type of event. The coverage must contain the following: “The policy shall name the Kernville Chamber of Commerce, its officers, directors, employees, and agents as additional insured, covering all of applicant’s activities including, but not limited to, the activities of vendors and sub vendors, users and sub users and the agents of any of the forgoing, the operation of vehicles or equipment, products liability and liability assumed under the “indemnity” provisions hereof.”
- An additional insured endorsement page is required. The endorsement page must list the Chamber as additional insured, using the following wording: “Kernville Chamber of Commerce, its officers, directors, employees, and agents are additional insured”.
- If consumption of alcohol, policy must include Alcohol Liability Insurance.

SET-UP & CLEAN-UP

- When making a reservation, please add enough time for set-up and clean-up. Renter agrees to provide its own cleaning and disinfectant supplies and products, and to abide by and perform all CDC Covid-19 cleaning and disinfection guidelines before, during and after each use. CDC guidelines are posted in the rental location and are available at CDC.gov. Renter may use any cleaning and disinfectant supplies, if present, but the Chamber is not responsible for providing them. - Please note that the location reserved must be cleaned and vacated by the “end time” on your reservation. Anything outside the scheduled time of departure may result in cleaning deposit forfeiture.
- If the location is not returned to its original condition all fees for additional security use fees, cleaning, damages, or other related, will be withheld from any deposits on file. Should the additional charges/costs incurred exceed the total amount of the deposit on file; the customer will be billed for the excess amount.

RULES & REGULATIONS

- Appointments to see the location before the event may be made by calling the Chamber at 760.376.2629.
- Items may not be affixed to the walls or ceilings of the building.
- All alcohol must remain in the building or at the location reserved when there is an alcohol permit.

CHAMBER’S duty to provide facilities to LICENSEE is expressly contingent on CHAMBER'S ability to fund personnel and services necessary to administer and/or maintain its various facilities. In the event budget funds are not available or are reallocated to other areas within the CHAMBER, or are reallocated by CHAMBER after this Agreement is executed, fees have been collected, and use is scheduled, this Agreement shall be immediately terminated or suspended as of the date the funds are or become unavailable, and the CHAMBER shall have no further obligation to LICENSEE under the Agreement until such time, if ever, that necessary funds are approved by CHAMBER and allocated for the facility administration and/or maintenance designated within this Agreement. At CHAMBER’S sole discretion, events or use in connection with this Agreement may be rescheduled or relocated to other available facilities when and if funds are made available. LICENSEE agrees to indemnify and hold CHAMBER harmless pursuant to the indemnification provisions of the Agreement from any costs, liabilities, losses, damages, or expenses incurred as a result of termination of the Agreement.

It is understood that this is a request, not a guaranteed reservation. It is also understood that if any requested dates are chosen by another applicant, the Chamber staff will try to work with the competing applicant’s alternate dates to accommodate all parties. If alternate dates are not available or requested, the contested date(s) will be subject to the discretion of the Kernville Chamber Board of Directors.

I hereby Certify that I, the undersigned, am authorized to act on behalf of the above-named organization/group, that I have read and understand rules and regulations governing the use of Kernville Chamber facilities as stated in policy information and that the above named organization/group will abide by those rules and regulations. I further certify that the above-named organization/group and its officers and members agree to hold the Kernville Chamber of Commerce, its officers, employees, agents, and commissions free and harmless from any obligation, debt, claim, or responsibility, AND shall provide remuneration to the Kernville Chamber for all damages to the facility(s) and /or repairs or replacements of damaged equipment, resulting form or in connection with said use of facilities. I have read and understand this disclaimer and agree to its terms and conditions.

Signature	Name (Please Print)	Date
Signature of KCOC Representative	Name (Please Print)	Date